

**BY ORDER OF THE
SECRETARY OF THE AIR FORCE**



**AIR FORCE INSTRUCTION 11-2TG-14,
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Flying Operations

TG-14 OPERATIONS PROCEDURES

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFD 11-2, *Aircraft Rules and Procedures*, and references AFI 11-202, Volume 3, *General Flight Rules*. Along with its complementary **Chapter 5** (Local Operating Procedures), this instruction prescribes standard operational procedures to be used by all pilots operating Air Force TG-14 aircraft. This instruction is not applicable to the Air National Guard or the Air Force Reserve Command, except those who fly with the 34th Operations Group, United States Air Force Academy (USAF). File a copy of all approved waivers with this instruction. **Attachment 1** contains a glossary of references, abbreviations and acronyms. See **paragraph 1.8** of this volume for guidance on submitting comments and suggesting improvements to this publication. The Paperwork Reduction Act of 1974 as amended in 1996 and AFI 33-360, Volume 2, *Content Management Program - Information Management Tool (CMP - IMT)*, affect this publication. Maintain and dispose of records created as a result of processes prescribed in this instruction in accordance with AFMAN 37-139, *Records Disposition Schedule*.

Chapter 1

GENERAL INFORMATION AND REQUIREMENTS

1.1. Scope. This instruction outlines the procedures applicable to the safe operation of the TG-14. With the complementary references cited, this instruction prescribes standard operational procedures to be used by all pilots operating TG-14A aircraft. The Pilot In Command (PIC) will ensure all occupants of the aircraft comply with this directive.

1.2. Pilot's Responsibility. This instruction, in conjunction with other governing directives, prescribes TG-14 procedures under most circumstances, but is not to be used as a substitute for sound judgment or common sense. The PIC is ultimately responsible for the safe and effective operation of the aircraft. Mission Pilots (MP) may fly from either seat when flying as PIC (unless restricted to right seat operations only).

1.3. Crew Requirements. The normal crew for the TG-14A is an Instructor Pilot (IP) in the left seat and a student pilot (SP) in the right seat; however, the IP may fly from either seat.

1.4. Flight Time, Flight Duty Period and Medical Restrictions:

1.4.1. Flight duty period will not exceed 12 hours regardless of aircrew composition.

1.4.2. Aircrew members will not be scheduled to fly or perform aircrew duties when taking oral or injected medication, unless an individual medical waiver has been granted by the Command Surgeon. Aircrew members may not self-medicate except according to AFI 48-123, *Medical Examinations and Standards*. The following is a partial list of medications permitted without medical consultation:

1.4.2.1. Skin antiseptics, topical antifungals, 1 percent hydrocortisone cream, or benzoyl peroxide for minor wounds and skin diseases that do not interfere with the performance of flying duties or wear of personal equipment.

1.4.2.2. Single doses of over-the-counter aspirin, acetaminophen or ibuprofen to provide pain relief for minor self-limiting conditions.

1.4.2.3. Antacids for mild, isolated episodes of indigestion.

1.4.2.4. Hemorrhoidal suppositories.

1.4.2.5. Bismuth subsalicylate for mild cases of diarrhea.

1.4.2.6. Oxymetazoline or phenylephrine nasal sprays when used by aircrew members as "get me downs" in the event of unexpected ear or sinus block during flight. They shall not be used to treat symptoms of head congestion existing prior to flight. (Use renders aircrew members DNIF until cleared for further flight by a flight surgeon.)

1.5. Clothing Requirements. All aircrew members will wear flight suits and boots or locally approved flight uniforms. Aircrew members will remove rings and scarves before performing aircrew duties. Flight gloves will be worn on the ground and in flight when the engine is operating. Parachutes will be worn for all cross-country soaring missions, FCF sorties, and briefed/planned wave flights.

1.6. Deviations. Do not deviate from the procedures and guidance in this publication except when necessary to preserve safety or protect lives.

1.6.1. The PIC has ultimate authority and responsibility for the course of action to be taken.

1.6.2. Report all deviations or exceptions without waiver through channels to the major command (MAJCOM) office of primary responsibility (OPR).

1.7. References. The primary references for TG-14A operations are the *TG-14A Flight Manual* (Technical Order (T.O.) 1G-14(T)A-1) and this instruction. Training units may develop maneuver manuals and instructional technique guides from the procedures contained in these documents. Maneuver manuals and instructional technique guides may be used to augment initial qualification training and may expand these basic procedures, but in no case will they be less restrictive.

1.8. Recommended Changes and Waivers.

1.8.1. Submit suggested improvements to this instruction on AF Form 847, **Recommendation for Change of Publication**, through standardization/evaluation (stan/eval) channels. Squadron Stan/Eval will forward approved recommendations to 34 OG/OGV in accordance with AFPD 11-2, *Aircraft Rules and Procedures*, paragraph 2.4.1. AF/XO is approval authority for changes/revisions to this instruction.

1.8.2. Unless otherwise directed, MAJCOM/DRU DOs have waiver authority for this publication according to AFPD 11-2. Submit waiver requests in message or memorandum format through Stan/Eval channels. Waiver authority for flights with inoperative equipment is delegated to unit DOs.

Chapter 2

MISSION PLANNING

2.1. Maps and Charts. Local Sectional and Visual Flight Rules (VFR) Terminal Area Charts (for Class B Airspace) must be on board the aircraft. When flying outside the local area, charts covering the route of flight must be on board the aircraft. These charts must be appropriate for the type of mission flown. Low-level charts and route books used during flight will be annotated with location and dimensions of class A/B/C/D airspace, civil/military airfields and other potential high-density traffic areas (e.g., parachute activity areas and ultra light/hang glider/gliders sites, etc.) within 5 nm of any planned VFR route or MTR lateral boundary. Applicable airfield approach control frequencies in the vicinity of class A/B/C/D airspace will be annotated and briefed on all such flights. In addition, annotate and brief the intersection of other VR/IR routes (if applicable) and any other possible areas of conflict.

2.2. Required Documents. The following documents must be on board for flight:

- 2.2.1. Aircraft weight and balance.
- 2.2.2. Airworthiness certificate.
- 2.2.3. Aircraft registration.
- 2.2.4. AFTO Form 781F, **Aerospace Vehicle Flight Report and Maintenance Document**.

2.3. Briefing and Debriefing. The pilot-in-command (PIC) is responsible for presenting a logical briefing that will promote safe, effective mission accomplishment. In addition, the following guidance applies:

- 2.3.1. MAJCOMS will provide briefing guides for use by the PIC. Guides will contain a reference list of items that may apply to particular missions. Items listed may be briefed in any sequence. PICs need only to brief items pertinent to the mission.
- 2.3.2. All missions will be debriefed.
- 2.3.3. On subsequent flights, the PIC may brief only those items that have changed from the previous flights.
- 2.3.4. Required topics for flight briefings are contained in local **Chapter 5** and locally produced publications.

2.4. Checklists and Pilot Aids. Unit-Approved checklists may be used provided they contain, as a minimum, all items (verbatim and in order) listed in the applicable flight manual checklists. As a minimum, one qualified crewmember must carry a current flight manual checklist and have it available, if needed, on all flights.

2.5. Flight Crew Information File (FCIF). The FCIF is used to ensure that aircrews receive time-critical information prior to signing out aircraft. Aircrews will ensure they have read the latest FCIF and signed it off prior to signing out aircraft.

2.6. Takeoff and Landing Data (TOLD). The aircrew should verify TOLD using current weather conditions. Use the following procedures for applying wind information:

- 2.6.1. Use steady state winds with the addition of the full gust factor to determine if winds exceed pilot limits for takeoffs and landings.
- 2.6.2. Consider wind socks, PIREPs and any other pertinent indications as advisory information in making takeoff and landing decisions. Variability should be taken into account.
- 2.6.3. This method of applying wind information does not relieve pilots from using good judgment.

Chapter 3

NORMAL OPERATING PROCEDURES

3.1. Preflight:

- 3.1.1. All motorglider ground handling must be supervised by a qualified pilot or maintenance personnel. Use extreme caution when ground handling aircraft. Improper procedures may result in structural damage.
- 3.1.2. Shut off all cell phones during the crew brief and for the duration of the flight until parking checklist is complete.
- 3.1.3. Check fuel samples for impurities and proper type after every refueling and before the first flight of the day. Fuel should be allowed to settle for a minimum of 30 minutes to an hour to obtain the most valid sampling. If the sample is good, pour back into tank or follow local procedures for sump fuel. If the sample is bad, save the bad sample and immediately contact local refueling/maintenance personnel.
- 3.1.4. Minimize exposure of body parts to the arc of the propeller while performing flight manual inspections.
- 3.1.5. Do not hand-turn the aircraft propeller.
- 3.1.6. Canopy Operation. The canopy will be full open or down and locked during engine starts.
- 3.1.7. Ensure a fire bottle is in the vicinity prior to engine start.
- 3.1.8. Ensure all aircraft surfaces are clear of frost, ice, and snow prior to flight.
- 3.1.9. If winds exceed 10 kts, aircraft should be turned into the wind for engine start.
- 3.1.10. When starting behind another aircraft, ensure a minimum 10 ft nose-to-tail separation.
- 3.1.11. If the engine has been shut down for a quick turn, as a minimum, perform aircraft thru-flight inspection items prior to start.

3.2. After Engine Start:

- 3.2.1. If the engine fails after warm-up for no apparent reason, abort the aircraft. Enter all engine failures on the AFTO Form 781A, **Maintenance Discrepancy and Work Document**, to include the total time the engine ran. Debrief the failure to the Flying Safety Officer, maintenance, and Quality Assurance Evaluator (QAE).
- 3.2.2. Do not on-load or off-load personnel or equipment while the engine is running.

3.3. Ground and Taxi Operations:

- 3.3.1. Students not upgrading in the motorglider and individuals receiving orientation rides will not start the engine or taxi the aircraft.
- 3.3.2. Personnel not actively involved in refueling will remain at least 50 ft away from an aircraft refueling operation. In addition, do not operate the engine, taxi, or radiate electromagnetic energy (radio, cell phones, and/or transponder operation) within the 50 ft safety zone.

3.3.3. Pilots will ground handle the motorglider whenever minimum wingtip clearances will be compromised during taxi (25 ft is the minimum wingtip clearance). Exceptions. A 10 ft minimum applies if:

3.3.3.1. A wingwalker monitors taxi clearance.

3.3.3.2. A locally based aircraft uses a taxi line to avoid either permanent structures, other locally based aircraft in designated parking spots or support equipment in designated areas.

3.3.4. Do not attempt to taxi over significant accumulations of ice or snow. Use caution for proper wingtip clearance after snow removal.

3.3.5. During taxi, maintain at least two ship-lengths behind motorgliders and single-engine light aircraft. Maintain at least five aircraft lengths (of the preceding aircraft) behind multi-engine aircraft, jet aircraft, or taxiing helicopters (500 ft minimum).

3.3.6. Use proper tailwind/headwind/crosswind control inputs while taxiing.

3.3.7. Wing Walking Procedures: Cease all taxi operations when the wind exceeds 35 knots. If the wind exceeds flight manual limits (25 knots) for unassisted taxi, turn the aircraft into the wind and stop. Resume taxiing when the wind subsides or when wingwalkers are in place. Ensure wingwalkers are properly briefed on wing walking procedures. Taxi directly into the wind if practical. One wingwalker is required for power on taxi. The first available person holds downward pressure on the upwind wing. If a second person is available, they hold downward pressure on the downwind wing. Taxi at a slow walk and use proper flight control inputs for the wind direction. If the aircraft becomes uncontrollable during taxi, shut down the engine immediately.

3.4. Engine Run-Up. Accomplish engine run-ups before every flight. Do not perform an engine run-up while an aircraft is stopped or taxiing, within 20 ft, in front of the aircraft. Do not taxi in front of another aircraft performing an engine run-up.

3.5. Takeoff.

3.5.1. Above 5000 ft field elevation, TG-14As will operate only on prepared surface runways long enough to permit acceleration to takeoff speed followed by deceleration to a stop, or 3000 ft, whichever is greater. The information for complying with this restriction will be drawn from the flight manual tables showing takeoff and landing performance. Therefore, when the combined takeoff and landing distance computed for a given set of conditions exceeds the available runway length, either a longer runway will be used or takeoffs will not be attempted. Overrun length will not be included in takeoff calculations for any location unless authorized in Local Procedures ([Chapter 5](#)).

3.5.2. Intersection takeoffs above 5000 ft field elevation are approved provided sufficient runway length is available to permit acceleration to takeoff speed followed by deceleration to stop, or 3000 ft, whichever is greater.

3.5.3. Takeoffs or intersection takeoffs at or below 5000 ft field elevation will operate only on prepared surface runways long enough to permit acceleration to takeoff speed followed by deceleration to a stop.

3.5.4. Minimum runway width for takeoffs is 60 ft.

3.5.5. Minimum runway condition reading (RCR) for takeoff is 12.

3.5.6. Maximum density altitude (DA) for takeoffs is 10,000 ft.

3.6. Minimum Altitudes.

3.6.1. Minimum en route altitude is 1000 ft AGL (1500 ft AGL in mountainous terrain).

3.6.2. Simulated Forced Landing (SFL) and 270° cross-country soaring patterns may be flown to touchdown at locally approved prepared surface runways, or to 200 ft AGL elsewhere.

3.6.3. Unless over a prepared field (as described in paragraph 3.5.1.), an engine restart must be initiated on all engine-off maneuvers, to include SFLs, no lower than 1500 ft AGL, except for briefed cross-country soaring missions which must initiate restart no lower than 1000 ft AGL. Time for engine warm-up and possible failed attempts must be taken into account when determining actual restart altitude.

3.6.3.1. Engine-off Go-Arounds may be accomplished at airfields that meet the requirements of 3.5.1. Planned engine-off go-arounds must be initiated by 200 ft AGL. Consideration must be given to initiating the go around at a higher altitude if the aircraft is not in a safe position to land.

3.7. Weather Minimums. VFR flight in weather near minimums presents increased risks even for experienced pilots. Pilots will use judgment to land or reverse course rather than fly in marginal conditions. Although alternates are not strictly required under VFR, when forecast winds reach or exceed limits, pilots will carefully consider routes and fuel requirements for possible diversions.

3.7.1. Maintain ceiling and visibility requirements IAW AFI 11-202, Vol 3.

3.7.2. Pilot's discretion will be used when operating below 0° F outside air temperature, but it is not recommended due to engine warm-up time after engine-off operations and personal comfort considerations. For planned extended in flight operations below 15° F outside air temperature, baffles should be installed by maintenance.

3.7.3. Flight into forecast severe turbulence requires OG/CC approval, or equivalent. Flight into reported severe turbulence is prohibited. If severe turbulence is reported, cease operations in the affected area and ensure the appropriate weather organization is notified.

3.7.4. Flight into forecast icing conditions worse than trace requires OG/CC approval, or equivalent. Do not fly into reported icing conditions.

3.8. Clearing. Numerous VFR pilots transit our uncontrolled training areas and surrounding airspace. Therefore, the concept of *see and avoid* is critical and cannot be over emphasized.

3.9. Transfer of Aircraft Control. Both pilots must know at all times who has control of the aircraft. Transfer of control must be both verbal and physical. The pilot assuming control of the aircraft will state, "I have the aircraft" and will shake the stick. The pilot relinquishing control of the aircraft will then state, "You have the aircraft." Once assuming control of the aircraft, maintain control until relinquishing it as stated above.

3.10. Fuel Requirements. Minimum and Emergency Fuel. When it becomes apparent an aircraft will land at the base of intended landing (or alternate if required) with low fuel, declare the following:

3.10.1. Minimum fuel– when the equivalent of 1/4 tank (approximately 3.0 gallons) is remaining in the aircraft.

3.10.2. Emergency fuel– when the equivalent of 1/8 tank (approximately 1.5 gallons) is remaining in the aircraft.

3.11. Landing Restrictions.

3.11.1. Minimum RCR for landing is 12.

3.11.2. Do not land before or on any raised web barrier (for example, MA-1A, BAK-15). Avoid landing on or rollout over any cables or barriers.

3.11.3. Full stop landings require a minimum runway length of 2000 ft and runway width of 60 ft.

3.12. Functional Check Flights (FCF). FCFs are performed, IAW 34 OG OI 21-101, *Functional Check Flight Procedures and Training*, whenever necessary to verify the aircraft is airworthy and capable of mission accomplishment. Local instructions will provide further guidance.

3.12.1. Conditions requiring an FCF include (but are not limited to) major retrofit modifications; removal or replacement of the power plant or moveable flight control surfaces; major repairs that would affect the flying characteristics of the aircraft; or the adjustment, removal, or replacement of major components of the flight control system.

3.12.2. The unit commander is responsible for the FCF program. The unit commander may waive a complete FCF and authorize an FCF to check only systems adjusted and/or replaced by maintenance, inspection, or modification.

3.12.3. The best-qualified instructors or stan/eval aircrews will accomplish FCFs. They will be designated FCF qualified in their assigned aircrew position by the unit commander in a memorandum and the Letter of X's.

3.13. Post Flight:

3.13.1. Chock the aircraft in an appropriate parking spot. Pilots will tie down or hangar the aircraft if it will be left unattended for an extended period.

3.13.2. Complete the AFTO Form 781A and notify maintenance of discrepancies.

3.13.3. Crews remaining off-station overnight will carry chocks, tie-downs, and extra engine oil and coolant.

3.13.4. Inform maintenance, QAE, and Squadron Flying Safety of any ground or air aborts.

3.14. Flights With Inoperative Equipment. All installed systems and equipment must be functional unless operations are authorized by **Table 3.1.** or waived by the Operations Group Commander. Cross-country flights are those which occur outside unit-defined local training areas. Even though operations with inoperative systems may be authorized by **Table 3.1.**, if the PIC considers an item essential for safe flight, it must be repaired.

Table 3.1. Operational Equipment and Systems.

Item	Equipment	Remarks
Fuel System:		
1	Both Fuel Quantity Indicators must be operational.	Fuel quantity in tanks should be verified prior to each sortie.
Avionics:		
1	Headset/Intercom may be inoperative for unoccupied seats. Interphone crew communication is required if both seats are occupied	PIC must be able to transmit and receive on the VHF radio.
2	Push-To-Talk Switch	Required only for PIC.
3	Transponder	Required to depart home station. VFR flight permitted to reposition for repairs (comply with FAR 91.215.).
4	Volkslogger (Flight Data Recorder)	Must be operational and recording.
5	ILEC	Recommended, but may be inoperative.
Instrumentation:		
1	VVI/Variometer	One may be inoperative (but not both).
2	Annunciator Light Panel	All lights and warning horn must be operational.
3	Inclinometer	Not required.
4	Artificial Horizon	Not required.
Airframe:		
1	Seat Belts/Shoulder Harnesses	May be inoperative for empty seats.
Electrical System:		
1	Fuses	Must function for required systems.

Chapter 4

ABNORMAL OPERATING PROCEDURES

4.1. General. Follow the procedures in this chapter when other than normal circumstances occur. These procedures do not supersede procedures contained in the flight manual. The pilot in command is primarily responsible for handling inflight emergencies. Pilots should take whatever action is necessary to safely terminate the emergency.

4.1.1. Refer to your checklist and IFG for additional guidance. If time and conditions permit, inform the appropriate controlling agency with the following information about your situation:

- 4.1.1.1. Aircraft call sign, type, and tail number.
- 4.1.1.2. Position and altitude.
- 4.1.1.3. Nature of emergency.
- 4.1.1.4. Number of people on board.
- 4.1.1.5. Fuel on board.
- 4.1.1.6. Intentions (desired runway and ETA).
- 4.1.1.7. Assistance required.
- 4.1.1.8. Squawk emergency code 7700 (if warranted).

4.1.2. The situation will dictate whether you should return to the home airfield or land at another suitable airfield. Deviate from normal return routes and altitudes if the situation warrants. When deviating, inform the controlling agency, if possible.

4.2. Radio Failure. For a no radio (NORDO) recovery, the procedures in AFI 11-205, *Aircraft Cockpit and Formation Flight Signals*, and Flight Information Publications (FLIP) apply. Comply with the following general procedures:

- 4.2.1. IFF Procedures: Set transponder code to 7600 until safely landed.
- 4.2.2. At a controlled airfield, remain outside or above Class D airspace until the direction of landing has been determined. Acknowledge tower light signals by rocking your wings. If no light signal is received and no traffic conflict exists, land.
- 4.2.3. At uncontrolled airfields, remain 500 ft above the published pattern altitude while attempting to determine the landing runway. If unable to use traffic to determine the landing runway, use wind indicators. Once the landing runway has been determined, join the airfield traffic pattern and land.

Chapter 5

LOCAL OPERATING PROCEDURES

5.1. Use of This Chapter. This chapter is reserved for unit local operating procedures. Units may also publish a locally produced publication containing the same information in condensed format to be carried in-flight along with the aircraft checklist. If this chapter is incorporated in another base publication (instruction, supplement, etc.), a single page insert will be used referencing its location or the entire publication will be inserted, as appropriate.

5.2. Guidance. Local procedures will not be less restrictive than those contained elsewhere in this instruction. Unnecessary repetition of guidance provided in other established directives should be avoided. However, reference to those directives is acceptable when it serves to facilitate location of information necessary for local operating procedures.

5.3. Procedures for Publishing. When publishing **Chapter 5**, units will forward copies to the MAJ-COM and appropriate subordinate agencies who will review it and return their comments or required changes back to the units, as appropriate. If a procedure is determined to be applicable to all TG-14 units, it will be incorporated into the basic instruction.

5.4. Organization of Chapter 5. The local **Chapter 5** will be organized in the following manner and will include at a minimum, the following information:

- 5.4.1. Section A. Introduction.
- 5.4.2. Section B. General Policy.
- 5.4.3. Section C. Ground Operations.
- 5.4.4. Section D. Flying Operations.
- 5.4.5. Section E. Abnormal Procedures.
- 5.4.6. Attachments. Illustrations.

5.5. Procedures for Inclusion. This chapter will include procedures for the following, as applicable:

- 5.5.1. Command and control.
- 5.5.2. Aircrew publication requirements.
- 5.5.3. Diversion instructions and fuel requirements.
- 5.5.4. Local weather procedures.
- 5.5.5. Cross-country procedures.
- 5.5.6. Unit standards (optional).

5.6. Forms Adopted.

5.6.1. AF Form 847, *Recommendation for Change of Publication*

5.6.2. AFTO Form 781A, *Maintenance Discrepancy and Work Document*

5.6.3. AFTO 781F, *Aerospace Vehicle Flight Report and Maintenance Document*

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Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD 11-2, *Aircraft Rules and Procedures*

AFI 11-202, Volume 3, *General Flight Rules*

AFI 11-205, *Aircraft Cockpit And Formation Flight Signals*

AFI 33-360, Volume 2, *Content Management Program - Information Management Tool (CMP - IMT)*

AFMAN 37-139, *Records Disposition Schedule*

AFI 48-123, *Medical Examinations and Standards*

FAR 91.215, *Federal Aviation Regulation 91.215*

T.O. 1G-14(T)A-1, *USAF TG-14A Flight Manual*

34 OG OI 21-101, *Functional Check Flight Procedures and Training*

Abbreviations and Acronyms

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFPD—Air Force Policy Directive

AGL—Above Ground Level

ATC—Air Traffic Control

DA—Density Altitude

DO—Director of Operations

FAR—Federal Aviation Regulation

FCF—Functional Check Flight

FCIF—Flight Crew Information File

FLIP—Flight Information Publications

FT—Feet

HQ—Headquarters

IP—Instructor Pilot

KIAS—Knots Indicated Airspeed

KT—Knots (nautical miles per hour)

MAJCOM—Major Command

MP—Mission Pilot

MPH—Miles Per Hour

MSL—Mean Sea Level

MTR—Military Training Route

NORDO—No Radio

NOTAM—Notice to Airman

OG—Operations Group

OGV—Operations Group Standardization/Evaluation

OPR—Office of Primary Responsibility

PDO—Publishing Distribution Office

PIC—Pilot in Command

RCR—Runway Condition Reading

SOF—Supervisor of Flying

STAN/EVAL—Standardization/Evaluation

T.O.—Technical Order

U—Unqualified

UIP—Upgrade Instructor Pilot

VOX—Voice Activated

VFR—Visual Flight Rules